

# ***Board of County Commissioners***

## ***Division of Planning & Development***

### **Development Review**

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## **Development Review Committee Meeting** **November 8, 2004**

### **Members Present-**

Robbie Rogers-Director/Chairperson, Richard Helms-Development Coordinator/Vice-Chairperson, Marie Keenum-911 Coordinator, Skip Lukert-Building Official, Keith Hunter-Environmental Health, Mike Springstead-Springstead Engineering, Barry Ginn-Ginn Engineering, Brad Burris-Fire Services, Dan Hickey-Fire Services, Dale Parrett-Public Works, and Alysia Akins-Secretary.

The meeting convened at 2:01 P.M.

### **Approval of Minutes-**

Mr. Helms made a motion to approve the minutes from November 1, 2004. Mrs. Keenum seconded the motion. Mr. Springstead stated he would like the following sentence removed from the November 1, 2004 minutes: "Unwalled subdivisions do not need secondary access due to available room between lot lines". Mr. Helms amended his motion to include Mr. Springstead's request. Mrs. Keenum seconded the amended motion and the amended motion carried.

### **OLD BUSINESS-**

#### **Chevron Outdoor Canopy – Medium Development – Conceptual Review**

Mr. Helms moved to table this project until the end of the meeting to allow the applicant a chance to arrive. Mr. Parrett seconded the motion and the motion carried.

### **NEW BUSINESS-**

#### **Wildwood Country Resort - Partial Replat**

Bob Hunt, Wildwood Country Resort/General Manager, was present and requesting a partial replat of Tract "D" of Hearty Host Resort. Mr. Helms explained this was a replat of an existing tract. Staff's comments had been submitted and a response letter from the applicant was received before the meeting. There was no designated purpose for Tract "D", and it does not appear there is a prohibition for it to be utilized as a lot. Engineering comments were discussed and included the following comments: purpose of tract "D", natural and man-made features, environmental line/wetland boundary, FEMA map, residential use, tabulated summary and aerial map.

Mr. Helms made a motion to approve the partial replat, subject to all comments being addressed on the final Mylar, and subject to any comments from Attorney Neal. Mrs. Keenum seconded the motion and the motion carried.

#### **The Floor Shoppe/Phase IV – Major Development – Preliminary Review**

Alan Stewart, property owner, and Keith Riddle, Riddle-Newman Engineering Inc., were present and requesting preliminary approval to construct an office, warehouse and building for service industry business. Staff comments were discussed and included the following comments:

southwest driveway concerns, "No Trucks" signs, stop sign/stop bar and exterior lighting details. Copies of the traffic impact study need to be provided for Mr. Ginn and Mr. Parrett.

*Attorney Neal arrived at 2:15 PM during the above discussion.*

The loading/unloading zone is located at the rear of the building. The proposed rental office and warehouse space will be for display and shop use. The size of the rental spaces was discussed. Pedestrian traffic will be at the front of the building. Garage doors are on the back of the building. Deliveries will be made at the rear of the building. The temporary construction easement will be utilized as a joint use driveway. A copy of the temporary construction easement paperwork needs to be provided. Existing street addresses were discussed. A dumpster pad enclosure is needed. Surrounding properties were discussed. The relocation of the fire hydrants was discussed. Engineering comments were submitted and discussed, which included the following comments: directional arrows, driveway connection, clarification regarding the parking spaces, projected number of employees, handicap sign fine amount, dumpster screening, site lighting, landscaping and proposed driveway connection grade. The slope needs to be identified. The proposed driveway location may be too close to the intersection of a county road and US 301 if US 301 is widened. Concerns were expressed that traffic turning off of US 301 would be impeded. The existing driveway and future paving were discussed. Daily traffic flow was discussed. The applicant requested the right to relocate the proposed driveway at a later time due to any involvement with Florida Department of Transportation's future plans. Drainage calculations for the existing retention area were discussed. Sight distance issues regarding the left hand turn were discussed. A copy of the FDOT driveway connection permit is needed. The proposed sprinkling system was discussed.

Mr. Helms moved to approve the preliminary plan, subject to all comments being addressed on revised plans. Mr. Ginn seconded the motion and the motion carried.

#### **Chevron Outdoor Canopy – Medium Development – Conceptual Review**

Mr. Helms made a motion to remove this item from the table. Mr. Ginn seconded the motion and the motion carried. Jodey Schleman, agent, and Lorenzo Imabi, Chevron, were present and requesting conceptual approval to construct a 30' x 60' post and beam canopy. Mr. Schleman submitted additional information to the committee members. The canopy is adjacent to the water retention area. A lot combination may be needed in order to meet setbacks. A convenience store exists on one of the parcels. The canopy is located on the adjacent parcel. A boundary survey is needed. The construction of the canopy has been started, but is not completed at this time, which is why this project has been scheduled for a hearing before the Code Enforcement Board tonight. A handicapped ramp is proposed. There are no restroom facilities proposed due to the existing restroom facilities in the convenience store. The canopy is an open structure with picnic tables underneath. There is food preparation for take-out purposes only located inside the convenience store. Building plans are needed for the structure. There were numerous engineering comments that can be addressed on revised plans.

Mr. Helms moved to table this request in order to allow the applicant sufficient time to address all comments on revised plans, and submit a boundary survey. Mr. Burris seconded the motion and the motion carried.

*Mr. Burris and Mr. Ginn excused themselves at 3:00 PM.*

Mrs. Rogers asked Attorney Neal if she had any comments regarding the partial replat of Wildwood Country Resort. Attorney Neal's comments were similar to the comments submitted by staff and the surveyor.

**VOS: Kenya Villas – Major Development – Preliminary Review**

Richard Busche, Kimley-Horn and Associates, Inc., was present and requesting preliminary approval to develop a 62-lot subdivision. Staff comments were discussed and included the following comments: surrounding properties, drainage easements, buffer tract width, emergency access gate and stack block wall location. The stack block wall does enclose the parking spaces. Engineering comments were discussed and included the following comments: sewer line size and speed limits.

Mr. Helms moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Lukert seconded the motion and the motion carried.

**VOS: Unit 146 – Major Development – Preliminary Review**

Lori Webb-Paris, Miller Sellen Conner and Walsh, was present and requesting preliminary approval to develop a 406-lot subdivision. Staff comments were discussed and included the following comments: an additional copy of the restrictions is needed, surrounding properties, "No Outlet" signs and stop sign/stop bar. Access for Day Lilly Drive was discussed. Engineering comments were discussed and included the following comments: access points and emergency access.

Mr. Helms moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Hunter seconded the motion and the motion carried.

**VOS: Holly Hill Villas – Major Development – Preliminary Review**

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting preliminary approval to develop a 111-unit subdivision. Staff comments were discussed and included the following comments: an additional copy of the restrictions is needed, surrounding properties and unwallled subdivisions. Engineering comments were discussed and included the following comment: secondary access. Mr. Springstead expressed his concern regarding the need for secondary access, despite the fact this subdivision is not walled. An easement is needed for emergency access by vehicle. Emergency situations involving access by walking vs. driving were discussed. Landscaping areas are stabilized and can be utilized as a secondary access, but need to be labeled as such. Air conditioning unit locations and easement restrictions were discussed. Mr. Springstead recommended two accesses for all subdivisions. Mrs. Rogers informed the committee she had been working with Mr. Grant regarding the need for two accesses.

*Mr. Lukert excused himself at 3:20 PM and returned at 3:30 PM during the above discussion.*

Mr. Springstead moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Parrett seconded the motion and the motion carried.

**Public Forum-**

Mrs. Rogers informed the committee members a traffic-engineering firm had been hired and she had met with Bob Wallace, Tindale-Oliver and Associates, this morning. Mrs. Rogers stated they had discussed access points, types of developments and traffic issues.

**Tabled Items-**

Exterior lighting and dumpster pad revisions will be discussed at the next meeting, along with waiver requirements.

*The next meeting is scheduled for November 15, 2004.*

Mr. Helms made a motion to adjourn. Mrs. Keenum seconded the motion and the motion carried. The meeting adjourned at 3:35 PM.